

NON-TITLE V AIR QUALITY PERMITS
REVIEW PROCEDURES

1. Non-Title V Air Permits Unit processes any of the following permit applications:
 - a. Any emission source above the de minimis level as described in Rule 200, Section 303.3 c.
 - b. Any source subject to BACT, NSPS, NESHAP, MACT or a synthetic minor source.
2. Any application fee or a request for accelerated permit review of a new source or for a permit revision owned pursuant to Rule 280 must be submitted before the permit engineer begins processing the application.
3. All process, emission, equipment information presented in an application for a permit must be reviewed for completeness and accuracy.

Examples of points that need to be checked by the assigned permit engineer.

- Whether the emission level from the facility is less than the de minimis level as described in Section 303.3c, Rule 200 so as to exempt it from the County permitting requirements.
- A general plant layout which shows the locations of the emission points and the affected areas around the plant
- Whether all the emissions of all regulated pollutants are identified and quantified with all the backup calculations and references.
- Whether the above calculations are correct and/or consistent with AP42 or other EPA published guidelines.
- If any of hazardous air pollutants is presented in the emissions, a Screen Air Dispersion Computer Model may be required along with the application/permit revision request.
- All stack physical data including gas flow information must be provided to allow a complete review.
- If air pollution control devices are proposed or provided, a process design information for each control device must be furnished to allow a determination of effectiveness and efficiency to be made.
- A brief process description must be provided for each product. A process flow diagram or a block flow diagram along with mass balance information will be very helpful.
- An inventory of chemical names and its usage along with MSDS sheets must be provided to verify the mass balance.
- Summary of emissions (Section Z of the air quality permit application), both before control and after control, must be provided.